

**CITY OF ST. LOUIS**

**ST. LOUIS DEVELOPMENT CORPORATION**

**GREAT RIVERS GREENWAY**

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**REQUEST FOR PROPOSALS  
AND BID PROPOSAL FORM**

**FOR**

**THE PRIVILEGE OF SELLING MERCHANDISE, PREPARED FOODS,  
BEVERAGES, AND OTHER MISCELLANEOUS PRODUCTS ALONG  
LEONOR K. SULLIVAN BLVD. BENEATH THE GATEWAY ARCH AS  
HEREIN DESIGNATED**

**PERMIT TO TERMINATE OCTOBER 31, 2021**

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## 1. **PROPOSALS:**

Sealed proposals are invited for the privilege of operating concessions, selling prepared foods, beverages and other items of merchandise on the public wharf as herein designated, subject to construction and other limitations. Proposals will be accepted for one (1) season of operation with two (2) additional one (1) season options at the discretion of the Riverfront Vending Committee (RVC).

The Permit is to terminate annually on October 31, 2021, unless an extension is granted in writing by the RVC for that season. Proposals will be received at the City of St. Louis Supply Division, located at:

City Hall, 1200 Market Street, Room 324, St. Louis, MO 63108

until **11:59 AM**, St. Louis time, **FRIDAY, March 26<sup>th</sup>**, at which hour they will publicly be opened and read.

Bids should be addressed to Pamela Kuehling, Director of Procurement. They should be in a sealed envelope, marked Riverfront Vending RFP on the outside of the envelope.

**PRE-BID meeting on the Lenore K. Sullivan Blvd at the base of the Grand Staircase of the Arch grounds on Friday March 12<sup>th</sup>, 2021 at 10am.**

## 2. **INVESTIGATION OF CONDITIONS:**

Bidders are expected to:

- Inspect the site(s) and investigate all conditions involved in the services to be performed.
- Carefully read the Request for Proposals, Vendor Locations (EXHIBIT A), Rules and Regulations (EXHIBIT B), Wharf Vending Permit Procedures (EXHIBIT C) and Bid Proposal Form
- Inform themselves fully of the conditions stipulated therein.

The Bidder will not be compensated for any conditions of which they fail to inform themselves prior to the letting.

The submission of a bid will be construed by the City of St. Louis to mean that the Bidder has made such examination and investigation and agrees to fulfill the requirements of the permit in accordance with the Request for Proposals, Bid Proposal Form, Rules and Regulations and the COVID-19 clause.

## 3. **ADDENDA:**

No oral interpretation will be made to any Bidder as to the meaning of any part of the Request for Proposals, Bid Proposal Form, Rules and Regulations, or other documents. Any request for such an interpretation must be made in writing to Pamela Kuehling at [kuehlingp@stlouis-mo.gov](mailto:kuehlingp@stlouis-mo.gov). Inquires must be received by 5:00 p.m. St. Louis time, March 16<sup>th</sup>, 2021. All responses to inquires will be

made by 5:00 p.m. St. Louis time, March 19<sup>th</sup>, 2020. If you would like to receive all questions and answers, email Pam Kuehling to subscribe to this update.

Any addendum to the bid documents will be made available at the office of the Supply Division, at least five days before proposals are opened. In addition, all Addenda will be sent to each person holding Documents, but it shall be the Bidder's responsibility to ascertain whether Addenda has been issued.

#### **4. BIDDING REQUIREMENTS:**

Proposals not conforming strictly to the following requirements will be rejected:

a. Bids must be submitted on the Bid Proposal Form furnished herein, and must be submitted to the City of St. Louis Supply Division, located at:

City Hall, 1200 Market Street, Room 324, St. Louis, MO 63108

Bids will be accepted until **11:59 AM**, St. Louis time, **FRIDAY, March 26<sup>th</sup>**, at which hour they will publicly be opened and read.

Bids should be addressed to Pamela Kuehling, Director of Procurement. They should be in a sealed envelope, marked Riverfront Vending RFP on the outside of the envelope.

- a. Bid forms must be so filled out as to make the bids complete and free from ambiguity as to their intended meaning. The Bidder's Experience information should include color photos of the proposed operation if the same or similar operation has previously existed at another location.
- b. Bids must be free from alterations or erasures.
- c. Bids must be properly signed by applicants or by an authorized officer or agent when made by a corporation.
- d. When a bid is made by a firm or partnership, it must be signed by one of the partners or by an authorized signatory. A resolution evidencing the authority to sign a bid should be attached.
- e. Vendors that are approved will be required to provide a damage deposit of \$500, for each location, at the time of obtaining the Wharf Vending Permit from City of **St. Louis Streets Department**. See Wharf Vending Permit Procedures in EXHIBIT C
- f. Location 1,2,3,4,5,6,7,8,9 and 10 are the vendor locations available for bidding (see EXHIBIT A).

#### **5. EXPERIENCE:**

Each bid must be accompanied by a statement, on the form furnished for that purpose, of the applicant's ability to properly finance and execute the project.

The bidder is further required to submit a complete list of the various types of equipment and mobile units which they propose to use, as well as a list of the various types of food and beverages and related items or merchandise they propose selling together with any other descriptive data that may be required. Preference will be given to bidders with experience in the food and beverage business, if

applicable. Bidder must provide three professional references.

**6. REJECTION:**

The right of the Riverfront Vending Committee to reject any or all bids is reserved.

**7. WHARF VENDING PERMIT:**

The successful Bidder for each location will be required to obtain a Wharf Vending Permit from the **City of St. Louis Street Department**, see Wharf Vending Permit Procedures for details (EXHIBIT C).

**8. INSURANCE:**

Successful Bidders shall be required to file certificates with the City of St. Louis Street Department showing that they have obtained, and will continue to carry, Workmen's Compensation Insurance (if applicant is required to do so by State law) for the life of the permit within 30 calendar days after notification of approval. Similar certificates shall be required showing coverage for Public Liability and Property Damage Insurance in the amount of \$100,000.00 for injury to one person, \$300,000.00 for injury to two or more persons, and property damage in the amount of \$50,000.00 with the City of St. Louis, City of St. Louis Port Authority, St. Louis Development Corporation, Great Rivers Greenway and the Gateway Arch Park Foundation as additional insured. The minimum amounts of coverage required for Public Liability Insurance as set out herein shall not be construed to limit the liability of the vendor. It will also be necessary for the approved Bidder to furnish proof of Products Liability as a part of their insurance coverage,

**9. LOCATION OF CONCESSION AREAS:**

The designated Concession locations are on the riverfront promenade, the east sidewalk of Leonor K. Sullivan Blvd at the Arch, as indicated on the map included as EXHIBIT A.

**10. MERCHANDISE:**

All merchandise shall be approved in detail by the Riverfront Vending Committee for its compatibility with the family entertainment nature of the Riverfront and the general theme of the area.

**11. NUMBER AND LOCATION OF VENDORS:**

The number of locations (see EXHIBIT A) allowed on the Riverfront shall be limited to a maximum of two per vendor.

**12. VENDOR ATTENDANCE/BUSINESS HOURS:**

It is the intent of the Riverfront Vending Committee to maintain a vibrant and active riverfront. In an effort to achieve this, having all vendors operating as much as possible during the active season and days of the week is highly desirable. All vendors are required to operate from May 1st through October 31<sup>st</sup>, 2021. Outside of this period, it is at the discretion of the vendor to open their operation. It is also the intent to not facilitate an appearance of a vacant storage area for closed vending. If

vendors are unable to operate at least one day per week, they will be asked to vacate their location by the Riverfront Vending Committee.

It is the intent of the Riverfront Vending Committee to have vending locations identified as 4, 5, 6, & 7 in Exhibit A, be open at least six days a week from May 1<sup>st</sup> through October 31<sup>st</sup>, 2021, weather permitting.

The Riverfront Vending Committee Vending will consider a reduced operating schedule for locations identified as 1, 2, 3, 8, 9, & 10 in Exhibit A. Preference will be given to vendors who propose in their submittal to operate six days a week but again, a reduced schedule will be considered.

### **13. PROPOSED MENU, PRICE LIST AND LIST OF POINTS OF OPERATION:**

Applicants shall submit with their bids a through list of food, beverages and related items to be served. The proposed menu and list will be binding upon the successful applicant until a written request to the Riverfront Vending Committee is issued and authorization granted by the Riverfront Vending Committee. Current City ordinances do not allow for the sale of alcohol on the Warf Vending District.

### **14. TERMINATION AND FORFEITURE:**

The vendor is required to adhere to the Rules and Regulations as outlined in EXHIBIT B.

The Riverfront Vending Committee has the right to modify, amend, or cancel the permit upon ten (10) days written notice to the vendor in the event that any portion of the location be needed for any municipal purpose including but not limited to, sewer, right-of-way, riverfront reconstruction or other public safety concern.

### **15. AWARD:**

Permits shall be awarded to the most suitable applicants offering the highest annual rental to the City, whose bids are in conformity with the requirements stipulated.

In determining "most suitable applicants", the following will be taken into consideration:

- Ability, capacity or skill of the applicant to fulfill the requirements and provide the service required in a prompt manner
- Professional Reference
- Quality, availability and adaptability of the supplies and equipment necessary to maintain the operation.
- Appropriateness and quality of merchandise and its contribution to a variety and diversity of offerings relative to other vendors
- Quality of appearance of the proposed concession unit and its ability to add rather than detract from the visual experience of the promenade area
- If a space is vacant, the RVC may contact bidders who did not get awarded to try to fill a vacant space.

### **16. LIMITATIONS:**

All vending activities provided under the permit may be suspended during periods of other permitted special events, and at those other times and locations determined by the Riverfront Vending Committee or the City of St. Louis to be in the interest of public welfare.

### Special Events

During the time of permitted special events, the event producer or affiliates of the event have a right to sell their products in the Wharf Vending District. Concessionaires/vendors will be notified no later than 14 days prior to such an event, and may be required to remove vending unit and all equipment during the event period, including setup and teardown of the event. Concessionaires/vendors may be invited to remain in operation during special events, but this is solely at the discretion of the special event permit holder, and an additional vending fee may be required.

### Flooding

The Wharf Vending District occasionally floods due to its location along the Mississippi River. The City of St. Louis Street Department closes floodgates and prohibits access to the area if flooding is predicted. In the event of a flood-related emergency street closure, vendors must remove concession unit and all equipment from the area immediately. Vendors are prohibited from returning to the area until the RVC representative gives written permission to proceed in vending.

## **17. EQUAL EMPLOYMENT:**

The successful applicant must comply with Fair Employment Practices to insure non-discrimination.

It is the City of St. Louis' policy that "Minority/Women" business enterprises will be afforded full opportunity to submit bids in response to this invitation. All City of St. Louis competitive bids must follow the Mayor's Executive Order #28 on Minority and Women-Owned Business Participation on City Contracts, Ordinance 64102 and 64103. This executive order establishes a goal of at least 25% MBE / 5% WBE participation in contracts and purchases when City funds are expended. No Applicant will be discriminated against, on the grounds of race, color, age, nationality, religion, disability or gender, in consideration of an award.

## **18. TERM OF PERMIT:**

Permit to terminate October 31, 2021, unless the concessionaire shall be required to forfeit their privileges and the termination of this permit be brought about under violation of the permit conditions or limitations due to riverfront construction or any other unforeseen circumstances. An extension of up to one (1) month may be granted for a particular year upon request of the permit holder. Extensions will be granted at the discretion of the RVC upon written approval.

## **19. PERMIT RENEWAL:**

Successful bidders awarded a permit for 2020 and wishing to renew their permit for the 2021 year shall provide written notification of this intent to the RVC at the termination of their permit. It is the discretion of the RVC to authorize a permit renewal for one or two additional years. Annual permit fees will be applicable for years two and three. See EXHIBIT C for additional information.

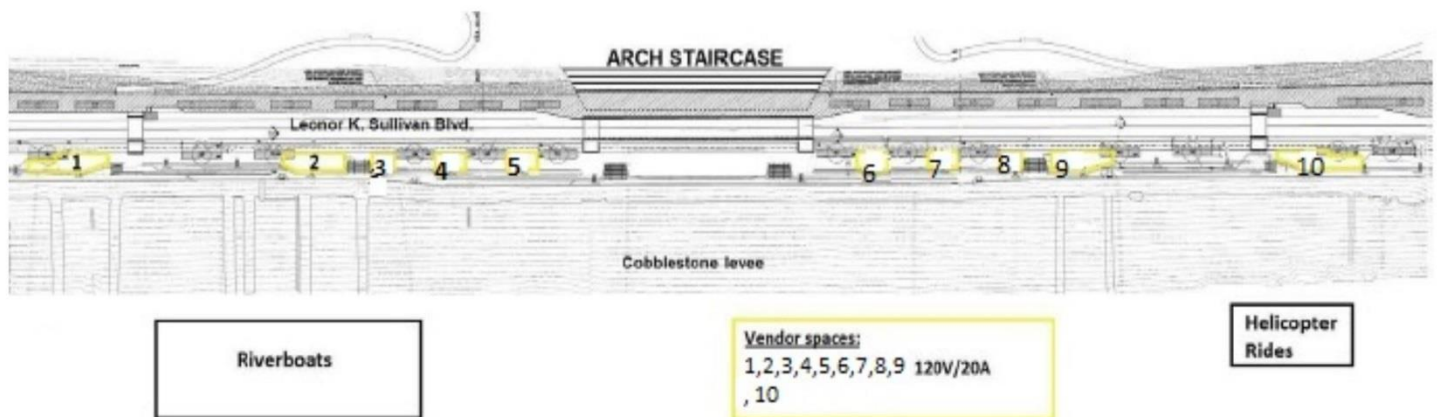
## **20. COVID-19 PROCEDURES**

Vendors must follow the City of St. Louis guidelines which can be found at:

<https://www.stlouis-mo.gov/government/departments/health/communicable-disease/covid-19/documents/upload/Phase-1-Reopening-Exhibit-F.pdf>

The Wharf Vending district representative will be performing audits to ensure all guidelines are being followed.

## EXHIBIT A – AVAILABLE VENDOR LOCATIONS



**RULES AND REGULATIONS GOVERNING  
THE OPERATIONS OF CONCESSIONS AT  
THE PUBLIC WHARF OF THE CITY OF ST. LOUIS**

The following Rules and Regulations serve as conditions of the vending permit, and any violation may result in termination of the permit. The right and privilege granted hereunder is the nature of a permit rather than a lease or public works contract, and the City of St. Louis's paramount obligation in connection with this permit is to assure quality concession service to users of the area served by the Vendor. In the following rules and regulations, the Riverfront Vending Committee shall be designated as the "RVC", and the individual or corporation operating the concession shall be designated as the "Vendor".

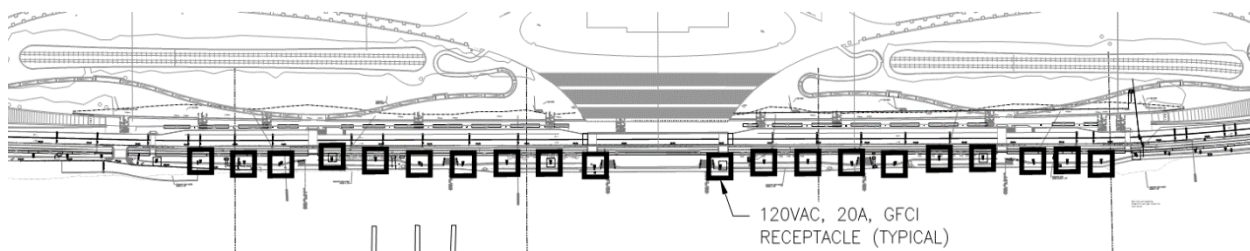
1. **DOCUMENTATION** - Vending Permit must be onsite at all times. All vendors must also have a current City of St. Louis Business License available onsite at all times. Food vendors must have a current City of St. Louis Health Permit and applicable propane permit from the St. Louis Fire Department onsite.
2. **HOURS OF OPERATION** - Vendors permitted to operate in spaces 4, 5, 6 & 7 are required to be in operation during peak visitor hours (but not outside of 6:00am and 10:00pm) for at least six days a week from May 16 through September 7th, 2020. Vendors permitted to operate in spaces 1, 2, 3, 8, 9 & 10 are encouraged to operate six days a week from May 16 through September 7<sup>th</sup>, 2020, but a reduced operating schedule will be permitted as proposed in the vendor submittal and agreed upon by the RVC. In the case of inclement weather, vendors are not required to open or remain open those days based on local weather forecast. During other months of the year the vendor may operate on a schedule of their own choosing, between the hours of 6:00am and 10:00pm at least one day per week. Vendors are permitted one week "vacation" from vending if the RVC is provided written notification fourteen (14) days in advance. Exception: Those dates/events excluded by special events.
3. **MERCHANDISE** - All food, beverages, and all other items initially offered for sale by the Vendor shall be subject to the approval of the RVC. Thereafter, the Vendor shall obtain written approval from the RVC to make any changes in said items offered for sale. All federal, state and local regulations pertaining to quality of products offered for sale must be met by Vendor. The Vendor shall save and hold harmless the City of St. Louis and City of St. Louis Port Authority, St. Louis Development Corporation, Great Rivers Greenway District and the Gateway Arch Park Foundation from the payment of any and all claims or demands arising out of any infringement, alleged infringement, or use of any patent or patented device, article, system, arrangement material or process used in the execution of this activity.
4. **SALES TAX** - The vendor is solely responsible for the collection and reporting of all appropriate sales tax in accordance with City of St. Louis and Missouri state law.
5. **EQUIPMENT & MATERIALS** - The Vendor shall provide, at his or her own expense, all equipment necessary to provide the items offered for sale. The Vendor shall provide and maintain proper and adequate furnishings, fixtures, and equipment of the type and style



suitable to serve the public in a proper and safe manner. Concession units are to be self-contained, i.e., no plumbing or waste connections. Lighting may be used to illuminate the concession unit canopy and provide task lighting for night use of the unit. Any container for merchandise storage will require approval of location and size by the RVC. No glass or Styrofoam is permitted to be distributed by vendors, including food and beverage containers. All vendors are required to possess a Class ABC Fire Extinguisher. See #13 below for propane requirements.

6. **ELECTRICITY** - The intent of this section is to provide guidelines to vendor's using the available vendor power provided at street lighting poles along Leonor K. Sullivan (LKS) Boulevard. These guidelines aim to clarify the nature of the electrical infrastructure installed; safeguard the vendors, their equipment, and their customers from potential electrical and non-electrical hazards; safeguard the electrical infrastructure from damage by vendors.

Twenty (20) locations along LKS Boulevard have 120VAC, 20A, duplex GFCI (Ground Fault Circuit Interrupter) receptacles. A GFCI receptacle will provide protection from ground faults and short circuits. Additionally, a 20A single pole 120VAC breaker is installed at each location to provide overload protection of each receptacle.



Vendors are encouraged to meet or exceed the guidelines below:

#### **General Practices**

- Keep electrical equipment (extension cords and other cables, appliances, power strips, etc.) out of standing water.
- Provide protective cable ramps, tracks, or similar protective means to avoid creating trip hazards for extension cords.
- Avoid repeatedly plugging in cords when the breaker or GFCI has tripped or continues to trip. Repeated tripping operation of either the breaker or GFCI can damage the mechanics of the breaker or GFCI. Additionally, the overload or fault causing the breaker or GFCI to trip can exceed the capacity and damage electrical equipment.
- Only plug NEMA style 5-15P plugs into the receptacles. Do not plug ungrounded cables into the receptacle.

#### **Electrical Equipment**

- Power Usage - Total electrical load shall not exceed 20A single phase at 120VAC. Breakers at pole will trip on overload if exceeded.
- Under no circumstances should the vendor attempt to modify the electrical infrastructure (i.e. rewiring, replacing the GFCI, jumpering, modifying the breaker, etc.)
- Equipment Quality - Vendor Electrical Equipment should meet the quality and standards of the latest version of the National Electrical Code (NEC). In addition, it is expected that electrical equipment meet the following:
  - Equipment is properly grounded

- Extension cords, cables, and other wiring have a ground, be properly insulation, terminated, and free of damage (nicks, gouges, punctures, and similar).
  - Appliances are in good operable condition, wired properly, grounded, and free of short circuits.
7. **CLEANLINESS** - The Vendor shall, at all times, keep the premises, including equipment, clean and sanitary in full compliance with all laws and regulations of the City of St. Louis, Department of Health, relative to the operation of a Class “A” Restaurant. Food Vendors must have a current health permit displayed onsite at all times. The Vendor will maintain the premises in a neat, clean, sanitary and orderly condition to meet the satisfaction of the RVC’s representative. No merchandise shall be displayed outside the equipment/mobile unit. Food Vendors will provide suitable collection systems to prevent charcoal, cooking grease, or cooking products from reaching the ground.
  8. **STAFFING** - The Vendor shall employ and maintain sufficient staffing to properly and adequately serve the public at all times. The RVC reserves the right to require the Vendor to remove any employee from working in the public wharf who, in the opinion of the RVC, is incompetent or disorderly. The Vendor must comply with Fair Employment Practices to insure non-discrimination. The Vendor agrees that neither they nor anyone under their control will permit discrimination against any employee, worker, or applicant for employment because of race, creed, color, religion, national origin, age, or sex, nor give the appearance that such has recently occurred or is now occurring, and shall take affirmative action in the employment of lower income residents of the City.
  9. **SPECIAL EVENTS** – Vending rights will be suspended during the period of permitted special events in the area and at those other times and locations determined by the Riverfront Vending Committee and/or the City of St. Louis to be in the interest of public welfare. Vendors may be invited to remain in operation during special events, but this is solely at the discretion of the event permit holder, and an additional vending fee may be required. Vendors may be required to remove vending unit and all equipment during an event period.
  10. **TRASH REMOVAL** - The Vendor shall collect and haul away all litter and garbage originating from operation of the concession at the end of every day; recycling is encouraged. The responsibility for cleanliness of the specific assigned area shall rest with the Vendor. Not less than two (2) twenty (20) gallon trash receptacles shall be placed by the Vendor within the specifically assigned area.
  11. **SIGNS/FIXTURES** - No signs shall be erected in the concession area by the Vendor without the approval of the RVC. The Vendor shall not install any vending machines, music boxes, mechanical games, radios, televisions, picture machines or other similar equipment, or any advertising matter, without the expressed written consent of the RVC.
  12. **BIKE PATH** - The Vendor shall confine all sales activities within the designated area identified in EXHIBIT A. No item, fixture, extension cord or sign may be placed within two feet of the bike path or impede its use in any way. Vendor shall also take appropriate steps as needed to ensure that customers do not obstruct the bike path while lined up at the vending unit.
  13. **PROPANE** - The use of propane requires a current permit from the St. Louis Fire Department,

and all propane tanks must be secured away from public access during closed hours. Fire Department requires a Class K Fire Extinguisher with the use of Propane. All fire extinguishers must be inspected and the receipt will be needed by the Fire Department.

14. **TENTS** - Any freestanding tents or canopies must be sufficiently weighted to withstand high winds, and may not be staked or tied off to any other furnishings, railings or other fixtures. Weighting systems must be approved for safety and appearance by the RVC. Tents larger than 1000 square feet require a Certificate of Inspection from the City of St. Louis Fire Safety Unit inspector and an Occupancy Load Placard indicating the maximum number of persons allowed in the tent.
15. **SECURITY** - The vendor is solely responsible for the security of all items and cash related to the concession activity.
16. **FLOODING** - In the event of an emergency street closure due to the possibility of flooding, vendor must remove all equipment from the vending location immediately. In this case, vendors are not allowed to return equipment to the site until Leonor K. Sullivan Blvd. has been reopened to public traffic. The RVC and the City of St. Louis are not responsible for any lost revenue due to flooding or any other street closure.
17. **INSPECTIONS/COMPLIANCE** - During regular visits and inspection of Leonor K. Sullivan Boulevard, the Vendor operations will be inspected by RVC, or designee, to ensure compliance with rules and regulations contained in this document. Minor issues will be discussed with the Vendor upon discovery or shortly thereafter and correction or remediation will be jointly agreed upon by vendor and RVC or designee. RVC will maintain a record of inspections and actions taken during these inspections as well as follow-up corrective actions taken. The City of St. Louis and the RVC will be notified in writing if the Vendor is in violation or if egregious infractions of rules and regulations are discovered. This will result in written notification to the Vendor by the City of St. Louis and shall be considered a violation, with penalties enforced according to the terms of the vending permit.
18. **VIOLATIONS/TERMINATION** - When a rules violation is observed, the vendor will be notified in writing for immediate corrective action and reply. Any documented violation without immediate corrective action and reply from the Vendor may result in termination of the Vendor's permit. Five documented violations with corrective actions will warrant a permit termination warning by the RVC. If a permit is revoked, the Vendor will not be allowed to bid for one year. If the permit is revoked, that year's annual rental fee payment is forfeited.
19. **RECORD-KEEPING** - The Vendor shall keep and maintain proper and adequate books, records and accounts accurately reflecting total gross sales of the concessions. All books, records and accounts shall be available for inspection in the City of St. Louis between the hours of 9:00 am to 5:00 pm, Monday through Friday, inclusive, by any duly authorized agent of the City of St. Louis or the RVC. Within fifteen (15) days after the end of the permit period, the Concessionaire shall submit to the RVC a detailed statement of gross receipts for said period. A form is provided in EXHIBIT C.
20. **DAMAGE DEPOSIT** - The Vendor agrees to pay the City of St. Louis the bid price of the location plus a \$500 damage deposit fee per site. The deposit will be refunded to the Vendor at the end of the year, assuming there is no damage to city property and the Vendor has

fulfilled all other obligations. Both of these fees are payable in advance and required for issuance of the permit.

## **EXHIBIT C**

### **WHARF VENDING PERMIT PROCEDURES**

#### Permits for Vending on the St. Louis Riverfront

1. Wharf vending permit from the St. Louis City Streets Department
  - a. Cost of this permit is based on the bid amount of the vendor space
  - b. \$500.00 damage deposit, refundable at the end of the season, if vendor site is not damaged.
2. Health Permit- must set up on location on the LKS in vendors designated space before health inspection, but may not vend until all permits are gained and RVC has approved site.
  - a. Cost of permit is up to \$200.
3. Propane (if applicable) – permit issued by the St. Louis Fire Department.
  - a. Cost is \$25 for the application and \$75 for the permit.
  - b. Cost of Class K fire extinguisher is approximately \$250.00

#### Step 1

- a. Fill out Wharf Vending Bid packet and submit by the deadline along with support materials as outlined in the RFP.

#### Step 2

Upon the award to be a vendor in the Wharf vending district you must

Obtain all permits listed in the “PERMITS FOR VENDING ON THE ST. LOUIS RIVERFRONT”

#### Step 3

Have all documents ready when you go to set up your vending space and contact the RVC representative to check you in.

# BID PROPOSAL FORM

FOR OPERATION OF Wharf Vending on Lenore K. Sullivan  
Blvd.

Bids will be received until **11:59 AM** St. Louis time **March 5<sup>th</sup>** , **2021**. The undersigned herewith proposes to:

FOR THE PRIVILEGE OF SELLING MERCHANDISE, PREPARED FOODS, BEVERAGES, AND OTHER LIKE REFRESHMENTS AND SOUVENIRS AND MISCELLANEOUS PRODUCTS AT VARIOUS PUBLIC WHARF LOCATIONS AS HEREIN DESIGNATED, PERMIT TO TERMINATE **October 31, 2021**.

IN CONSIDERATION FOR THE RIGHTS AND PRIVILEGES HEREIN GRANTED, THE Vendor AGREES TO PAY THE CITY OF ST. LOUIS

A TOTAL PRICE OF \$\_\_\_\_\_ (amount in figures)

\_\_\_\_\_ (amount written out)

FOR WHARF LOCATION \_\_\_\_ (See Exhibit A).

Typed ***Name, Address*** and ***Phone Number*** of the Applicant:

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Phone Number (      )

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SIGNATURE(S)

In addition to the rental price bid above, the Bidder agrees to pay the **City of St. Louis Port Authority** a \$500 damage deposit fee per site. The deposit will be refunded to the concessionaire at the end of the year, assuming there is no damage to city property and the concessionaire has fulfilled all other obligations. Both of these fees are payable in advance and required for issuance of the permit.

**CITY OF ST. LOUIS  
STREET DEPARTMENT**

**BIDDER'S EXPERIENCE FORM**

Date of Application: \_\_\_\_\_

INCLUDE ATTACHMENTS AS NEEDED.

1. Name, Address, Phone Number and Email of the Bidder:

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Name, Address, Phone Number and Email of the Authorized Representative (if Bidder is a firm or partnership:

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2. Statement of Bidder's ability to properly finance and execute the project:

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3. Bidder's ability, capacity and skill to provide the services required. List days and hours of operation.

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4. List of all equipment and/or mobile units which the bidder proposes to use at the concession location (attach pictures/drawings/dimensions):

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5. List of all food, beverage or other merchandise items the bidder proposes selling, as well as any other necessary descriptions, and prices to be charged:

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6. Bidder's proof of experience in the food and beverage business, if applicable:

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Applicant must show proof of having obtained the necessary insurance, business permit and health certificate as required at the time of obtaining the vending permit. Vendor must be set up and ready for operation to obtain a City of St. Louis Health Inspection Certificate. If a health inspection certificate is not obtained, the vendor permit will be revoked.

FEDERAL I.D. NUMBER:
-------------------------

SIGNATURE:

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NAME:

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(print)

TITLE:

---

(print)

NAME OF FIRM:

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(print)

OFFICIAL BUSINESS ADDRESS:

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CITY OF ST. LOUIS BUSINESS PERMIT NUMBER:
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(print)

The submission of this bid will be construed by the City of St. Louis Street Department to mean that the applicant has made such examinations and investigations as may be necessary, and agrees to fulfill all the requirements of the permit in full accordance with the Request for Proposals and Rules and Regulations Governing the Operation of Vending at the Public Wharf of the City of St. Louis and the accompanying Drawings, and that he/she is entirely familiar with and thoroughly understands all such requirements.